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[**www.officedesignsolutionsllc.com**](http://www.officedesignsolutionsllc.com)

**Tracey McKether-Brown / Office Design Solutions, Inc.**

**Scholarship Information Sheet**

Tracey McKether-Brown is a 1981 graduate of Saginaw High School. She is the owner and President of Office Design Solutions. ODS is a successful minority-owned, woman owned business located in Atlanta, Georgia that specializes in Construction, Interior Buildouts, Space Planning, Furniture Fixtures & Equipment Procurement, Interior Design and Project Management. Mrs. Brown has established a $10,000 fund that will award four $2,500.00 Scholarships to Saginaw High School Students.

**Scholarship Criteria**

1. Selection will be based on a 2.5 or above GPA. An official transcript must be enclosed with the completed application.
2. The applicant must be a June 2023 graduate of Saginaw High School.
3. Two signed letters of recommendation must be uploaded with the completed application. One letter should be from a member of the SHS Administration or Faculty. The other letter should be from someone in the community, not a relative, who is familiar with your accomplishments.
4. A one-page essay must be uploaded with the completed application. The essay should include why ODS should select you for the scholarship and how it will help you achieve your future goals.
5. All required documents including the scholarship application, official transcript, two letters of recommendation, and one-page essay must be

uploaded at [www.officedesignsolutionsllc.com](http://www.officedesignsolutionsllc.com) no later than Saturday, April 30, 2023.

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**Tracey McKether-Brown / Office Design Solutions, Inc.**

**Scholarship Application**

Please complete each section of this application to be considered for the scholarship.

**Deadline: April 30, 2023**

**Part 1: Student Information**

Date of Application:

Name:

Home Address:

Phone Number:

Email Address:

What is your current GPA?

Names of Colleges or Universities to which you have applied:

When will you begin your college education?

Where have you been accepted?

What course of study (major) will you pursue?

**ODS Scholarship Application**

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**Part 2: Family Information**

Father’s Name:

Address:

Occupation:

Mother’s Name:

Address:

Occupation:

**Part 3: Leadership and Service**

List your extracurricular activities for the last 2 years:

List any honor or awards received while in High School:

**Please check carefully to be sure you have answered and completed all the requirements.**

**Upload the following documents:**

1. Scholarship Application
2. Transcripts
3. References
4. Essay

**Please Note:** All documents must be submitted by April 30, 2023. Scholarship Funds are available for the 2023 – 2024 school year. Funds will be forfeited if not redeemed during that time period.